

## MEETING #40 – December 13

At a Regular Meeting of the Madison County Board of Supervisors on December 13, 2016 at 4:00 p.m. in the Madison County Administrative Center Auditorium located at 414 N. Main Street:

PRESENT: R. Clay Jackson, Chairman  
Jonathon Weakley, Vice-Chairman  
Robert Campbell, Member  
Kevin McGhee, Member  
Charlotte Hoffman, Member  
Daniel J. Campbell, County Administrator  
V. R. Shackelford, III, County Attorney  
Mary Jane Costello, Finance Director  
Jacqueline S. Frye, Deputy Clerk

### Agenda Items:

#### Call to Order

#### *Pledge of Allegiance & Moment of Silence*

#### 1. Determine Presence of a Quorum/Adopt Agenda:

Chairman Jackson noted that all members are present; a quorum was noted as being present.

Suggested additions to today's Agenda:

*Item 8-f-1: Rappahannock Juvenile Detention Board Appointment*

Supervisor McGhee moved the Board adopt today's Agenda as amended, seconded by Supervisor Hoffman. *Ayes: Jackson, Weakley, Campbell, McGhee, Hoffman. Nays: (0).*

#### 2. Public Comment:

Chairman Jackson opened the floor for public comment. The following citizen(s) provided public comment:

- ✓ Carty Yowell: Comments pertained to the Kinsey Run restoration project; encouraged the Board to consider participating; feels that Madison County's trout streams are a signature element of our locality and warrants our support
- ✓ Mike Mosko: Comments pertained to the Kinsey Run restoration project; concurred with comments made by Mr. Yowell; feels the project could enhance trout fishing here; concerned about the contract; questioned whether the County would be subject to liability in the event something should happen on any private property involved with the restoration project; urged the Board to consider approving the proposed project request

Chairman Jackson noted that the Kinsey Run Restoration Project will be discussed further in today's meeting session.

With no further comments being brought forth, Chairman Jackson closed the public comment opportunity.

#### 3. Constitutional Officers: None

#### 4. County Departments:

**a. Erosion & Sedimentation Bond Release (Harman Construction, Inc.) – Wes Smith, Building Official:** Wes Smith, Building Official, was present to provide input on the E&S Bond release for Harman Construction, Inc. in the amount of \$350,000.00. Advised that Matt Aylor, Building Inspector, has performed all necessary inspections, and the site has met the requirements of the erosion & sedimentation plan and has established uniform vegetation. Therefore, today's recommendation is that the County approve release of the performance surety bond posted on February 2, 2016 – Bond No. B032726, Cincinnati Insurance Company, Fairfield, OH.

Supervisor McGhee moved the Board approve the bond release for Harman Construction, Inc., in the amount of \$35,000.00, as presented, and recommended, seconded by Supervisor Hoffman. *Ayes: Jackson, Weakley, Campbell, McGhee, Hoffman. Nays: (0).*

**b. Madison County Department of Social Services:** Valerie Ward, DSS Director, was present to provide highlights on the positive collaborative effort between the DSS Office and the "Madison Strong" organization to coordinate a Christmas program by adopting 150 families; the cooperative endeavor was well received and supported by local citizens, churches, businesses and other organizations. Highlights were also provided on the recent "Cocoa With a Cop" event sponsored by "Madison Strong" that was attended by all local law enforcement members and Virginia State Troopers.

#### Comments from the Board:

- Chairman Jackson thanked Ms. Ward for efforts initiate by the local DSS Office.

- *Supervisor Campbell also expressed appreciation to the local Sheriff's Department, and referred to how fortunate the County is to have a good working relationship between law enforcement and the local community.*

Ms. Ward also advised that the "Madison Strong" organization listens to community concerns, and has announced plans to sponsor a strong community coalition scholarship for a graduating high school senior who plans to pursue a criminal justice career; at least \$1,000.00 has already been received to fund the aforementioned scholarship opportunity.

**c. Madison County School Board:** Bob Chappell, School Board member, was present to advised that the school system will host several upcoming musical events during the Christmas season (i.e. Band, Chorus, Choir, etc.); also noted that the School Board will hold a session to discuss the results of the recent community survey that was conducted on December 21<sup>st</sup>, and plans to disseminate the results to the public in the near future.

## 5. Committee/Organization Reports – None.

### 6. Finance – Mary Jane Costello

#### a. Claims for December FY2016

\$153,387.45 (Claims & EFT for 12/9/16)

\$387,811.66(Claims for 12/13/16)

\$541,199.11 (Total)

#### Highlights:

- ✓ 74% of the above referenced total includes:
- ✓ Nine (9) checks for County contributions (i.e. annual, quarterly payments)
- ✓ A payment of \$177,000 (Central Virginia Regional Jail)
- ✓ PRA allocation
- ✓ Annual payment to RDA for general ledger program

#### Questions:

- *Supervisor McGhee: Questioned if additional medical issues have been noted for the regional jail*

The Finance Director advised that none have been received to date.

- *Supervisor Campbell: Concerns focused on PRA funding allocation; questioned if there will be any oversight to assess whether there will be unspent spending; feels the County should be managing all taxpayer dollars allocated within the budget; also referred to past supplemental appropriations and/or 'rollover' requests made (to the County) by the MCPRA*

The Finance Director noted that:

- ✓ The RDA system is utilized by the Treasurer, school system, and other County departments, to include the Finance Department
- ✓ MCPRA will receive quarterly payments from the County

The County Administrator advised that MCPRA will be audited (not by the County); there will be no refund (to the County) from MCPRA for any unspent funding that remains at the end of the fiscal year.

- *Chairman Jackson: Noted that MCPRA will undergo an annual audit; MCPRA will utilize all of the funding that's allocated by the County (there will be no 'slush fund' developed [by the MCPRA]); also noted that he and Supervisor McGhee are the Board's liaisons on the MCPRA – a monthly accounting is provided of the authority's finances during each meeting; feels the County has reduced MCPRA's leverage to ask for additional funding, by allocating funding on a quarterly basis*
- *Supervisor Weakley: Questioned the claim for Appriss-Government (\$1,020.00); also questioned if charges for REC (Rappahannock Electric Cooperative) could be broken down by location*

The Finance Director advised that the aforementioned claim (Appriss-Government totaling \$1,020.00) is for the Sheriff's Department (justice/exchange) and relates to investigative software; reference was also made to the fact that supplemental documentation for REC bills is outlined in the "vendor payments vouchers by bank, check, EFT number" portion of today's financial claim report.

Supervisor Campbell moved the Board approve claims for December FY2016 in the amount of \$541,199.11, as presented, seconded by Supervisor Campbell. *Ayes: Jackson, Weakley, Campbell, McGhee, Hoffman. Nays: (0).*

**b. Supplemental Appropriation Request – Clerk of the Circuit Court:** The Finance Director noted that the Clerk of the Circuit is charged an annual fee for the use of the State's records management system; the department utilized various methods (i.e. surplus funds) to fund the charge, but will not be aware of the total comp board reimbursement until May 2017; today's request will be a partial payment of \$6,705.50 (from the grant total of \$13,411.00). Today's funding request wasn't budgeted and will need to be supplemented

towards the total fee (\$13,411.00).

**Comments from the Board:**

- *Supervisor Campbell: Questioned if today's fees should be considered during the budgetary process (i.e. cost for the clerk's office); feels that (in his opinion) the County has had a better handle on the County's financial system (than in the past); questioned if today's request is the result of State mandates that have now been passed along to the localities*
- *Chairman Jackson: Questioned whether research can provide past funding amounts reimbursed to the Clerk's Office from the comp board to be allocated (to cover annual fees for records management software)*
- *Supervisor Weakley: Referred to a footnote on today's request (showing an amount of \$2,980.82)*

The Finance Director noted that the comp board funding is based on the amount of fees collected by all participating localities; any overage of funds is drawn on by other localities; feels the reimbursement could cover the entire amount, although this isn't certain at this time.

The County Attorney advised that in some localities, fees are charged to clients for recording of technology, and questioned if Madison County charges this type of fee, to which it was noted is charged.

The Finance Director advised that all fees collected for technology are submitted to the State; localities must then request reimbursement of these types of funds, although costs charged in smaller localities doesn't equal enough to cover costs associated with records management service fees. In closing, she noted that only a portion of the total fee is being requested at this time.

Supervisor McGhee moved the Board approve the supplemental appropriation request for the Clerk of the Circuit Court totaling \$6,705.50 as presented, seconded by Supervisor Hoffman. *Ayes: Jackson, Weakley, Campbell, McGhee, Hoffman. Nays: (0).*

**c. Restricted Funds – Fox Ridge Performance Bond:** The Finance Director provided an update on the Fox Ridge performance bond, from FY2013, as per the auditors. The County received a payment of \$144,000.00 related to a performance bond from a contractor that failed to complete a road in the Fox Ridge Subdivision. Funding totaling \$38,000.00 was spent, which leaves a total of \$106,000.00 that hasn't been expended and was removed from the County's books, which has created some revenue income, which is readily available to the County.

**Comments from the Board:**

- *Chairman Jackson: Noted that the aforementioned funding could be used to fund some of the technology upgrades and accelerate the network/computer system upgrades*
- *Supervisor McGhee: Questioned if the funding was encumbered, and if not, it could be used for the aforementioned noted upgrades*
- *Supervisor Campbell: Questioned if the roadways in Fox Ridge subdivision have now been taken into the state roadway system, and whether the County will ever be responsible for any future roadway issues (i.e. patching, paving, ditching, etc.)*

Wes Smith, Building Official, was present and advised that (to the best of his knowledge) the bond was initiated to correct sedimentation erosion and stabilization concerns. Additionally, he noted there may have been some additional work required in order to bring the roadways into the State roadway system. In closing, he noted that the all roads are now in the State roadway system.

The County Administrator also noted that the Madison County Board of Supervisors would've passed a resolution pertaining to the project, and forward all documentation onto VDOT. In closing, he advised that he will verify this matter with Joel DeNunzio, Residency

The County Attorney also noted that the surety bond initiated by the contractor covered:

- ✓ Fox Ridge and a spur
- ✓ The Commission & Board of Supervisors approved the subdivision plan to include the spur
- ✓ The contractor failed to build the roads as required
- ✓ The County's E&S Technician received estimates (to bring the road into the state system)'
- ✓ The County utilized a portion of the bond proceeds to bring Fox Ridge Road up to state standards
- ✓ Excess funds in question relate to the spur (never created or developed)

Brian Daniel (former E&S Technician) was present and advised that the site plan called for a road to be built (into another development) that was never implemented.

- *Supervisor Weakley: Questioned if the funds would be shown in the County's fund balance*

The Finance Director explained that the County isn't obligated to spend these funds in the future or required to build a road. In closing, she noted that the excess funds have been shown on the County's books and never entered into the County's fund balance. Reference was made to the page three (3) of the agreement that states the County has been 'released and forever discharged from any and all

liability, actions, causes of actions, suits, demands, damages and/or claims of every kind of nature, whether at law, under statute or in equity, whether in contract or in tort, presently known or unknowns.....”

It was also advised that the funding totaling \$106,000.00 could be spent or designated as being ‘restricted.’

## 7. Minutes:

a. #38

Chairman Jackson called for any corrections or amendments to Minutes #38.

Supervisor Weakley moved the Board approve Minutes #38 as presented, seconded by Supervisor Hoffman. *Ayes: Jackson, Weakley, Campbell, McGhee, Hoffman. Nays: (0).*

## 8. New Business:

**a. Discussion on Scheduling Mass Reassessment of Real Property:** The County Administrator provided an excerpt from the VA state Code that noted the County has the right to modify the existing mass real estate assessment process to every five (5) or six (6) years, by action of the Madison County Board of Supervisors. In discussing this matter with the Commission, it was noted that the County’s current assessment value is close to the current market value. In closing, he suggested the Board consider going with a six-year reassessment schedule, which would present a short-term savings, and make next year’s budgeting process a bit easier.

Brian Daniel, Commissioner, was present and concurred with comments provided by the County Administrator. He also noted that research has shown that the state sales ratio is 1.5 years in arrears; the sales median is 109%, which denotes that the County’s values are about nine percent (9%) higher than true market/real market value. In closing, he noted that it appears the market is realigning, and feels it would be wise to go with a six (6) year mass reassessment schedule.

The County Attorney referred to the last appraisal process (Pearson Appraisal, Inc.) which cost \$13.80 per parcel for a total of 3,000 parcels for Madison County in 2012.

Supervisor Campbell moved the Board proceed with a six (6) year mass reassessment schedule instead of five (5) years.

*The County Attorney noted that the process will need to be placed out for bid (by the County) in 2017, followed by initiation of the reassessment process in 2018, and have the results effective in 2019.*

The County Administrator suggested the contractor be asked to begin a sales study in February 2018, and initiate field work shortly thereafter, followed by meetings with property owners.

Seconded by Supervisor Weakley. *Ayes: Jackson, Weakley, Campbell, McGhee, Hoffman. Nays: (0).*

**b. Proposal for Replacement of CCTV System for MC Courthouse:** The County Administrator advised that he met with representatives from Clark Securities, Inc. to discuss the CCTV system at the courthouse. It was further noted that some of the original equipment installed during the renovation process was near obsolete and has now failed (i.e. parts from manufacturer aren’t available). In closing, he stressed the importance of having a working CCTV system in the courthouse, the need for repairs, and the importance of having an operational system in place as soon as possible. He further noted that today’s proposal will call for:

- ✓ Additional cameras and monitors in other locations (equipment room, Juvenile Court Clerk, Circuit Clerk)
- ✓ Installation of camera in hallways, courtroom, entryway, records room
- ✓ Higher resolution quality
- ✓ State of the art monitors

Comments from the Board focused on:

- Increase in proposed cost amounts
- Whether a labor rate sheet was provided
- Whether the request should be placed for bid
- Whether the original system installed was an ‘obsolete system

The County Administrator also advised that costs will be slightly increased from the original price, due to the addition of cameras in specific area in order to provide better coverage in the building. He also noted that due to the urgency of the request, this purchase could be considered as a sole source emergency procurement. In closing, he also noted that the courthouse utilizes the access security system and feels that bringing in someone to install a compatible system would be more challenging. It was also noted that the amount involved is a ‘lump sum’ contract. He further noted that the system requested for installation by the architectural firm (Dalglish, Gilpin, Paxton, Inc.) was installed as requested and cited.

Supervisor Campbell moved the Board approve the CCTV system replacement agreement (Clark Security & Services, LLC) as presented, seconded by Supervisor McGhee. *Ayes: Jackson, Weakley, Campbell, McGhee, Hoffman. Nays: (0).*

**c. HVAC Preventive Maintenance Agreement for Courthouse:** The County Administrator advised that the County recently moved to a three-year cycle (with Riddleberger Bros., Inc.) for all other County facilities. Currently, the courthouse is a 'stand-alone' facility and is the County's largest building; associated maintenance costs will increase by three percent (3%); noted that Riddleberger Bros., Inc. does a good job and referred to a 'lock-in' price noted on page 3 of the agreement; scope of services will include:

### Scope of Service

In accordance with Riddleberger Brothers, Inc.'s ("CONTRACTOR") Preventative Maintenance Program Service Agreement, CONTRACTOR shall furnish to Madison County Courthouse CUSTOMER") the following labor, materials, and equipment which shall hereinafter be referred to as the "SERVICES":

- I. Four (4) quarterly preventive maintenance inspections
  - A. Spring Pre-Cooling Inspection
    - Labor, equipment and materials to clean condenser coils annually to maintain efficiency
    - Labor and materials to change belts annually
    - Labor and materials to lubricate bearings
  - B. One (1) additional operating inspection during the cooling season
  - C. Fall Pre-Heating Inspection
    - Annual boiler service
  - D. One (1) additional operating inspection during the heating season
- II. Semi-Annual preventive maintenance for blower coils/air handlers
  - A. Fall Preheating Inspection
    - Labor and instrumentation to check all safety and operating controls
    - Labor and materials to change belts annually
  - B. Spring Pre-Season Inspection
    - Labor and instrumentation to check all safety and operating controls
    - Labor to check belt tension alignment
- III. Semi-annual inspections of Trane Tracer Summit controls (Spring and Fall)
- IV. Labor to install customer supplied filters on main air handling units, energy recovery units quarterly and blower coil units semi-annually.

Note: Customer to provide labor and materials to change filters on nine fan coil units.

Labor Rates: \$74/hr Standard Time, \$111/hr Overtime, and \$148/hr Sundays & Holidays

He noted that the County Attorney has reviewed the terms/conditions, and advised that the agreement contains a clause (Item #24 on page 9) that states: "Payments under contract during each year of the contract will be subject to an annual appropriation by the Madison County Board of Supervisors...."

In closing, as per discussion with Roger Berry, Facilities Director, it was agreed that the County continue with the agreement with Riddleberger Bros., Inc. for the courthouse facility.



#### Questions from the Board:

- *Would it be possible to get all facilities maintenance agreements to run in sync (to include the courthouse facility)*
- *Could Riddleberger Bros., Inc., be required to provide (and purchase) the filters*

The County Administrator advised that page 3 of today's agreement calls for the County to provide filters for nine (9) fan coil units, which calls for the County to fund the entire cost for these items. In closing, he noted that service agreements for other County facilities call for the contractor to provide all equipment for those buildings.

In closing, he noted that to the best of his understanding, there were prior issues with the courthouse facility; Riddleberger Bros., Inc. came forward and cleaned up some issues with the HVAC system, and was later brought into a maintenance agreement with the County; the original contract has been renegotiated and does require the County to provide certain filters.

Supervisor Campbell moved the Board continue with the maintenance agreement with Riddleberger Bros., Inc. as presented, for the courthouse facility, seconded by Supervisor Hoffman. *Ayes: Jackson, Weakley, Campbell, McGhee, Hoffman. Nays: (0).*

**d. Draft Budget Work Session Schedule:** The County Administrator presented a draft copy of the 2017 draft budget work session schedule for review and advisement.

It was suggested that follow-up be done as to the location of the budget work sessions.

Supervisor Campbell moved the Board approve the 2016-2017 draft budget work session schedule as presented, seconded by Supervisor Weakley. *Ayes: Jackson, Weakley, Campbell, McGhee, Hoffman. Nays: (0).*

**e. 2016 Christmas Luncheon – December 16<sup>th</sup> at 12:00 p.m.:** The Board members were reminded of the 2016 Christmas luncheon scheduled for Friday, December 16<sup>th</sup> at the firehouse beginning at 12:00 p.m.

**f. 2017 Organizational Meeting – Tuesday, January 3<sup>rd</sup> at 9:00 a.m.:** The Board members were reminded of the 2017 organization meeting scheduled for Tuesday, January 3, 2017 beginning at 9:00 a.m. in the administration building auditorium.

Supervisor Campbell advised that he will be absent from the upcoming meeting session.

1. **Rappahannock Juvenile Detention Center Appointment:** The County Administrator advised that Steve Hoffman, current liaison, has advised that he will be unable to retain the appointment for the next fiscal year.

The County Administrator questioned whether the Board desired to fill the appointment now, wait until the organizational meeting, or advise for recruitment.

#### Comments from the Board:

- *Supervisor Campbell: Questioned if the Commonwealth Attorney knew of anyone that would be willing to serve; questioned if it would be an asset to have someone serve that has a background in law enforcement*
- *Supervisor Hoffman: Suggested that if a County Administrator or Supervisor isn't selected, the County will not be adequately represented during the meeting sessions*

Clarissa Berry, Commonwealth Attorney, was present and noted that there have been many changes within the State concerning juvenile detention, and the overall direction the State is moving towards at the local level. In closing, she noted that having a law enforcement background isn't necessary, and also noted that the Juvenile Judge will be retiring in the next year and could be a potential candidate, but wouldn't be available until late summer 2017 (July/August).

After discussion, it was the consensus of the Board to advertise the vacancy.

#### 9. Old Business:

- a. RSA Tour Facility – December 21<sup>st</sup> at 2:00 p.m.:** Chairman Jackson questioned if the meeting would need to be advertised.

The County Administrator advised that public awareness is being created; therefore, the tour of the water treatment plant will not need to be advertised for the public.

After discussion, it was noted that Chairman Jackson, Supervisor McGhee and the County Administrator will be present to participate in the tour of the facility.

**b. Follow-up on Naming of Creek in SNP:** The County Administrator advised that the name "Tim's River" is the suggested name (the original name of the location). In closing, he advised that the County will not need to endorse anything at the present time.

**c. Follow-up on Kinsey Run Restoration Request (if needed):**

**Comments from the Board:**

- *Chairman Jackson: Advised favor of preserving nature; noted that representatives haven't provided any input on potential liability concerns; noted disfavor of supporting efforts to suggest private landowners allow tourists to utilize their private property (for fishing); suggested additional input be provided to the County*
- *Supervisor Campbell: Noted that private citizens will be unwilling to open their property to tourists or allow trout fishing*
- *Supervisor Weakley: Suggested legal documentation be provided to advise of any legal responsibilities or liability (to the County)*

The County Administrator advised that he read through the information he received, and also verbalized reservations that the Department of Environmental Quality will require some type of participation from the County, and will require attendance at 'kick-off meetings' with property owners. In closing, he feels there will be some time commitment (of the County). Suggested the County consider any type of maintenance requirements (that may be involved; follow-up responsibilities (County, grant administrator and/or property owners), and suggested a contract be presented for review by the County Attorney to assess specific details that will pertain to involvement by the County.

Supervisor Campbell moved the Board deny the request for participation in the Kinsey Run Restoration Request at this time due to a lack of information.

**\*Motion died for the lack of a second\***

After discussion, it was the consensus of the Board to request the County Administrator contact the representatives to assess specifics of a proposed contract, and provide input at a future meeting.

**d. RFP for Codification Services/Website Development:** The County Administrator noted that an update was requested by a citizen (John Lain); he further stated that an RFP is being prepared and has been critiqued by the County Attorney. It's anticipated that the RFP will be posted with a return date at the end of January 2017. The goal is to have the process in place during the upcoming year. He further noted that the Finance Director is working on website design, which is almost complete – an RFP will be ready for review in January 2017 with a goal to have a new website in place by July 2017.

**e. Appointment to Tourism Committee:** The County Administrator advised that Ann Tidball has advised that she is no longer able to serve on the Tourism Committee for 2017. It has been requested that Jennifer Dowling be appointed to fill the vacancy.

Supervisor Campbell moved the Board appoint Jennifer Dowling to fill the upcoming vacancy (held by Ann Tidball), seconded by Supervisor Weakley. *Ayes: Jackson, Weakley, Campbell, McGhee, Hoffman. Nays: (0).*

**10. Public Comment:**

Chairman Jackson opened the floor for public comment. The following citizen(s) provided comments:

- ✓ *Bob Chappell (Madison County School Board): Advised that the school's online survey is underway; school system saved \$20,000 by not doing a paper survey – encouraged citizens to participate in the process; tours of all four schools has been undertaken; well pleased with the school's overall program; current five-year plan is being updated for approval by the school board during 2017.*

With no further comments being brought forth, Chairman Jackson closed the public comment session.

**11. Information/Correspondence (if any)**

**VDOT:** Supervisor Weakley noted that VDOT plans a road closure near the Route 230 Bridge on November 15<sup>th</sup> and 16<sup>th</sup>.

**Planning Commission:** Chairman Jackson noted that the Commission's citizen survey has been launched; encouraged citizens to complete applications for board/commission/committee appointments that currently have vacancies.

**CIP Committee:** Supervisor Weakley questioned what is being addressed by the CIP Committee; noted the desire to gain a better understanding of what items may be included in the priority list.

- *Supervisor Campbell advised that the CIP Committee met recently to prioritize school and county facilities by using a scoring mechanism; both plans will be merged to compile a full priority list; the future goal will be to discuss a process and include specific steps and funding mechanisms during the next meeting session*
- *Supervisor McGhee: Noted that the CIP committee priority list is a working document in progress*

Chairman Jackson noted that the Board will need to convene in a closed session.

**12. Closed Session [2.2-3711(A)(1)]** *[Pertaining to Discussion of a Candidate(s) for employment, appointment to authorities, boards, commissions, specifically the Madison County Parks & Recreation Authority, Madison County Planning Commission, Department of Social Services Board, and Rapidan Service Authority]*

**a. Closed Session:** *On motion of Supervisor Weakley, seconded by Supervisor Campbell, the Board convened in a closed session, pursuant to Virginia Code Section 2.2-3711(A)(1), pertaining to interviews/discussion of candidate(s) for employment or appointment to authorities, board or commissions, specifically the Rapidan Service Authority, Department of Social Services Board, Madison County Planning Commission and the Madison County Parks & Recreation Authority, with the following vote recorded: Aye: Jackson, Weakley, Campbell, McGhee, Hoffman. Nays: (0).*

**b. Motion to Reconvene In Open Session:**

*On motion of Supervisor Weakley, seconded by Supervisor Hoffman, the Board reconvened in open session, with the following vote recorded: Ayes: Jackson, Weakley, Campbell, McGhee, Hoffman. Nays: (0).*

**c. Motion to Certify Compliance:**

*On motion of Supervisor Weakley, seconded by Supervisor McGhee, the Board certified by roll-call vote that only matters lawfully exempted from open meeting requirements pursuant to Virginia Code 2.2-3711(A)(1), and only matters that were identified in the motion to convene in a closed session were heard, discussed or considered in the closed meeting, with the following vote recorded: Ayes: Jackson, Weakley, Campbell, McGhee, Hoffman. Nays: (0).*

**\*As a result of closed session, the following action was taken\***

1. **Madison County Parks & Recreation Authority:** *On motion of Supervisor McGhee, seconded by Supervisor Campbell, the Board:*
  - a. *Reappointed Edwarren (Moonie) Frazier to serve a four (4) year term ending December 31, 2020,*
  - b. *Appointed Nathan Carter to serve a four (4) year term ending December 31, 2010*
  - c. *Appointed Sara Von Herbulis to serve a four (4) year term ending December 31, 2020.*

*Ayes: Jackson, Weakley, Campbell, McGhee, Hoffman. Nays: (0).*
2. **Madison County Planning Commission:** *On motion of Supervisor Campbell, seconded by Supervisor McGhee, the Board:*
  - a. *Reappointed Fay Utz to serve a four (4) year term ending December 31, 201*
  - b. *Appointed Pete Elliott to serve a four (4) year term ending January 31, 2021.*

*Ayes: Jackson, Weakley, Campbell, McGhee, Hoffman. Nays: (0).*
3. **Madison County Department of Social Services Board:** *On motion of Supervisor Weakley, seconded by Supervisor McGhee, the Board reappointed Joseph Goodall to serve a four (4) year term ending June 30, 2020. Ayes: Jackson, Weakley, Campbell, McGhee, Hoffman. Nays: (0).*
4. **Rapidan Service Authority:** *On motion of Supervisor Weakley, seconded by Supervisor Hoffman, the Board reappointed Troy Coppage to serve a four (4) year term on the Rapidan Service Authority Board ending December 31, 2020. Ayes: Jackson, Weakley, Campbell, McGhee, Hoffman. Nays: (0).*

*Chairman Jackson called for a five (5) minute recess.*

*Chairman Jackson reconvened the meeting.*

**Adjournment:**

*With no further action being required, on motion of Supervisor Hoffman, seconded by Supervisor McGhee, Chairman Jackson adjourned tonight's meeting. Ayes: Jackson, Weakley, Campbell, McGhee, Hoffman.*

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R. Clay Jackson, Chairman  
Madison County Board of Supervisors

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Clerk of the Board of the Madison County Board of Supervisors

Adopted on: January 10, 2017

Copies: R. Clay Jackson, Jonathon Weakley, Robert Campbell, Kevin McGhee, Charlotte Hoffman, V. R. Shackelford, III,  
Constitutional Officers

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**Agenda**  
**Regular Meeting**  
**Madison County Board of Supervisors**  
**Tuesday, December 13, 2016 at 4:00 p.m.**  
**County Administration Building, Auditorium**  
**414 N. Main Street, Madison, Virginia 22727**



Call to Order

Pledge of Allegiance & Moment of Silence

1. Determine Presence of a Quorum / Adopt agenda
2. Public Comment
3. Constitutional Officers
4. County Departments
  - a. Erosion & Sedimentation Bond Release (Harman Construction, Inc.) – Wes Smith, Building Official
  - b. Valerie Ward, DSS Ex. Director – Overview of DSS & Madison Strong Community Involvement
  - c. Madison County School Board – Robert Chappell, Member
5. Committee/Organizations
6. Finance – Mary Jane Costello
  - a. Claims for December FY2016
  - b. Supplemental Appropriation Request – Clerk of Circuit Court
  - c. Restricted Funds – Fox Ridge Performance Bond
7. Minutes:
  - a. #38
8. New Business
  - a. Discussion on Scheduling Mass Reassessment of Real Property
  - b. Proposal for Replacement of CCTV System for MC Courthouse
  - c. HVAC Preventive Maintenance Agreement for Courthouse
  - d. Draft Budget Work Session Schedule
  - e. 2016 Christmas Luncheon – December 16<sup>th</sup> at 12:00 p.m.
  - f. 2017 Organizational Meeting – Tuesday, January 3<sup>rd</sup> at 9:00 a.m.
9. Old Business
  - a. RSA Facility Tour – December 21<sup>st</sup> at 2:00 p.m.
  - b. Follow-up on Naming of Creek in SNP
  - c. Follow-up on Kinsey Run Restoration Request (if needed)
  - d. RFP for Codification Services/Website Development
  - e. Appointment to Tourism Committee
  - f. Interviews and Appointments:
    1. Madison County Parks & Recreation Authority
    2. Madison County Planning Commission
    3. Madison County Social Services Board
    4. Rapidan Service Authority
10. Public Comment
11. Information/Correspondence (if any)
12. Closed Session – [2.2-3711(A)(1) Pertaining to Discussion of a Candidate(s) for employment, appointment to authorities, boards, commissions, specifically the Madison County Parks & Recreation Authority, Madison County Planning Commission, Department of Social Services Board, and Rapidan Service Authority]
13. Adjournment

**AMENDMENTS NOTED IN ROYAL BLUE WITH YELLOW HIGHLIGHT**